

18 January 1954

MEMORANDUM FOR : General Counsel

SUBJECT : Summons for Jury Duty of TSS/DD/P Employee

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1. [REDACTED] has been summoned to jury duty beginning at 0945, on Tuesday, 19 January 1954, at Fairfax County Courthouse, Fairfax, Virginia. The duration of this jury duty is unknown to this office.

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2. [REDACTED] is employed in the [REDACTED] Technical Services Staff as a Process Photographer, Ungraded (equivalent GS-12).

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3. The [REDACTED] at the present time has an excessive workload and has been working overtime to meet operational deadlines on field projects. [REDACTED] absence from his duties would impede planned operations as it would not be possible for the other two members of the branch to handle the current and pending demands for this type of work.

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4. It is therefore requested that appropriate action be taken to excuse [REDACTED] from jury duty at this time. It is further requested that this office be notified of any action by your office in this connection.

[REDACTED]  
Chief, TSS/DD/P

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Attachment:  
Summons for Jury Service

Distribution:  
Addressee - Original & 1  
TSS/Admin - 1  
TSS/CARD - 1  
TSS/Registry - 1